DOCUMENT RESUME

ED 089 729 IR 000 441

TITLE	Strengthening State Library Administrative Agency (Territorial Library).
INSTITUTION	Nieves M. Flores Memorial Library, Agana, Guam.
SPONS AGENCY	Bureau of Libraries and Educational Technology (DHEW/OE), Washington, D.C.
PUB DATE	74
NOTE	60p.
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DESCRIPTORS	Estimated Costs; Evaluation Criteria; Institution Libraries; Library Collections; Library Cooperation; Library Expenditures; Library Facilities; *Library Services; Library Standards; *Program Descriptions; Staff Improvement; State Federal Support; *State Libraries; Statewide Planning
IDENTIFIERS	*Guam; Library Services and Construction Act; LSCA

ABSTRACT

This document describes the Basic State Plan Amendments for the Library Services and Construction Act in Guam and the regulations promulgated thereunder. The major projects described under the plan are: Strengthening State Library Administrative Agency; Staff Development; Library Collections, Extention Services, Institutional Libraries; and Interlibrary Cooperation. (CH)

ED 089729

NOTE.—DO NOT USE THIS ROUTE SLIP TO SHOW FORMAL CLEARANCES OR APPROVALS | DATE 10-12-73

TO: | AGENCY | BLDG. | ROOM

Mrs. Taitano - Guam

☐ APPROVAL ☐ REVIEW ☐ PER CONVERSATION
☐ SIGNATURE ☐ NOTE AND SEE ME ☐ AS REQUESTED
☐ COMMENT ☐ NOTE AND RETURN ☐ NECESSARY ACTION
☐ FOR YOUR INFORMATION FILES
☐ PREPARE REPLY FOR SIGNATURE OF

REMARKS:

Transmitted herewith is the signed copy of the Basic State Plan Amendments for LSCA, FY 1974.

W.Luce

(Fold here for return)

To LIBRARY SERVICES, OE
From SAN FRANCISCO REGIONAL OFFICE

PHONE	BUILDING	ROOM

FORM HEW-30 REV. 11/56 ROUTE SLIP GPO 1956—O-409806

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION
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BEST COPY AVAILABLE

Strengthening State Library Administrative Agency-(Territorial Library).

Nieves M. Flores Memorial Library
Agana, Guam

IR000411

COVER SHEET

[ ] State Plan for Library Programs under Library Services and Construction Act, as amended.

[X] Amendment to State Plan for Library Programs under Library Services and Construction Act, as amended.

Submitted by the State of GUAM in accordance with the provisions of the Library Services and Construction Act, as amended, and the Regulations promulgated thereunder.

Submitted by Nieves M. Flores Memorial Library
(Name of State Agency)

on June 12, 1973.
(Date)

By Magdalena B. Gastanes
(Authorized Official)

Territorial Librarian
(Title)

To be completed by the Office of Education:

Date on which plan or amendment is effective: 1 JUL 1973

Approval recommended Edward Aguirre 8-17-73
Regional Commissioner Date

Concurred [illegible] 10-1-73
Associate Commissioner, BLPT Date

Concurred [illegible] 10/2/73
Deputy Commissioner for Higher Education Date

Approved [illegible] OCT 3 1973
U.S. Commissioner of Education Date

DRAFT

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION

BASIC STATE PLAN AMENDMENT
(State-Federal Agreement)

LIBRARY SERVICES AND CONSTRUCTION ACT, AS AMENDED BY P.L. 91-600

The Nieves M. Flores Memorial Library
(Officially Designated State Library Administrative Agency)
of the State of GUAM, hereby agrees and assures that the Basic State Plan which serves as an agreement between State and Federal Governments under the Library Services and Construction Act, as amended, for which Federal funds are being requested for the fiscal year ending June 30, 1973, continues to be in effect as signed by the U.S. Commissioner of Education on 18 AUG 1971, 1971, except as otherwise indicated in documents listed below, copies of which are attached:

[x] Maintenance of Effort Statement

[x] Advisory Council

[x] Criteria

[ ] Other (identify)

Nieves M. Flores Memorial Library
State Library Administrative Agency

P. O. Box 652, Agana, Guam 96910
Address

Signature of Authorized State Agency

Territorial Librarian
Title

STATE GUAM
FY 1974

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION

MAINTENANCE OF EFFORT CERTIFICATION - ~~FY 1973~~

LIBRARY SERVICES AND CONSTRUCTION ACT, AS AMENDED BY P.L. 91-600

The Nieves M. Flores Memorial Library :
(Officially Designated State Library Administrative Agency)

I. assures that it has available for expenditure under Title I of the Act in this fiscal year (FY 19 74).

A. From State and local sources:

1. Sums sufficient to earn its basic minimum allotment.

2. Not less than the total amount actually expended, in areas covered by the programs for such year, for the purposes of such programs from such sources in the second preceding fiscal year (FY 72).

B. From State sources:

1. Not less than the total State amount actually expended for such purposes from such sources in the second preceding fiscal year (FY 1972).

II. assures that it will expend in this fiscal year (FY 19 74) from Federal, State, and local sources, an amount not less than the amount expended by the State from such sources for State institutional library services, and library services and to the physically handicapped during the fiscal year ending June 30, 1971.

Signature of Authorized State Library
Administrative Agency Official

CRITERIA FOR DETERMINING ADEQUACY OF PUBLIC LIBRARY SERVICES

The Nieves M. Flores Memorial Library provides services to all residents. American Library Association Standards for Public Library Services, American Library Association Standards for Hospital Libraries, and the American Correctional Association's Manual for Correctional Standards, as adopted by the Guam Library Board are criteria used to determine adequate[4] service. Judged by this criteria, the standards for adequate public library services in Guam are:

- A total collection of 3 books per capita for the general collection in all libraries.
- A core collection of 150,000 books in the main library.
- Core collections at the institutional libraries built to: Penitentiary, 3,000; Youth Home, 2,000; Guam Memorial Hospital, 2,500.
- One foreign newspaper subscription for each minority group of non-English speaking people.
- Representative collection for the handicapped.
- Six professionals for every 50,000 people plus one professional for every 7,500 over 50,000.
- At least one professional librarian in each branch library.
- One professional librarian to service the institutional libraries and handicapped.

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[4]Equal and total library service is "adequate" library service. Adequate library service is determined by the Board and national library standards as adopted by the Board and ALA.

- A community library or bookmobile accessible to every reader.
- Provision for reference, bibliographic, and interlibrary loan service to supplement local library resources.
- Three seats for every 1,000 users.
- 100 square feet of space for each staff member.

PRIORITIES TO BE FOLLOWED IN DEVELOPING LIBRARY SERVICES ARE:

1. Strengthening the State Library collection.
2. Providing professional staff for branch libraries.
3. Establishing additional branch libraries.
4. Servicing the non-English speaking groups.
5. Providing service to persons residing in areas which are distant from adequate library services.
6. Reaching disadvantaged[2] persons including those residing in urban and rural areas with high concentrations of low-income families.
7. Providing services to institutionalized persons (hospital, penitentiary and corrections).
8. Establishing interlibrary cooperation network among all libraries in Guam.
9. Promoting early childhood education.
10. Purchasing materials on drug abuse.

[1]Equal and total library service is "adequate" library service. Adequate library service is determined by the Guam Library Board and national library standards as adopted by the Guam Library Board and ALA.

[2]Disadvantaged - as defined in DHEW, OE, (45-CFR Part 130), Subpart A-General 130.3(e).

(a) See attached survey, Community Action Agency, 1971.

		(Est. Low-Income Persons)
1. Northern Branch		
	1) Yigo - Agafa Gumas	482
	2) Dededo	1,197
	3) Tamuning - Tumon	342
	4) Barrigada	1,505
2. Central Branch		
	1) Mongmong-Toto-Maite	1,330
	2) Mangilao	541
	3) Sinajana	318
	4) Chalan Pago - Ordot	101
	5) Agana	76
	6) Agana Heights	152
	7) Asan-Maina	92
	8) Piti	112
3. Southern Branch		
	1) Agat	1,437
	2) Umatac	180
	3) Merizo	282
	4) Inarajan	546
	5) Talofofo	243
	6) Yona	305
	7) Santa Rita	572
	Total --------	9,813

COMMUNITY ACTION AGENCY
GOVERNMENT OF GUAM
March 1971
Frequency - every 3 years or when needed
OEO Federal Guideline, May 6, 1970

OEO Poverty Guidelines for All States Except Alaska and Hawaii

Family Size	Nonfarm Family	Farm Family
1	$1,900	$1,600
2	2,500	2,000
3	3,100	2,500
4	3,800	3,200
5	4,400	3,700
6	5,000	4,200
7	5,600	4,700

For families with more than 7 members, add $600 for each additional member in a nonfarm family and $500 for each additional member in a farm family.

OEO Poverty Guidelines for Alaska

Family Size	Nonfarm Family	Farm Family
1	$2,400	$2,000
2	3,150	2,625
3	3,900	3,275
4	4,750	3,975
5	5,500	4,600
6	6,250	5,225
7	7,000	5,850

For families with more than 7 members, add $750 for each additional member in a nonfarm family and $625 for each additional member in a farm family.

GOVERNMENT OF GUAM

AGANA, GUAM

I hereby certify that the following persons have been appointed to the Library Advisory Council as recommended and approved by the Guam Library Board.

Name	Statement of Identification
Mrs. Magdalena S. Taitano	Territorial Librarian
Mrs. Rosario S. Camacho	User, Chairman, Guam Library Board
Mr. Albert L. Williams	Acting Dean of Library
Miss Barbara T. Cruz	User, Private school libraries representative
Mrs. Romulda A. Godoy	Librarian, Military libraries representative
Mrs. Itsue H. Hino	User, Youth representative
Mrs. Emilie Johnston	Librarian, Special library
Mrs. Priscilla T. Maanao	User, Disadvantaged representative
Sister Carolyn Stahl	Administrator, Penitentary library
Mrs. Cynthia J. Torres	Principal, Brody Memorial School
Miss Bernadita E. E. Perez	Librarian, Public library system

Magdalena S. Taitano

Magdalena S. Taitano
Territorial Librarian

OFFICE OF THE GOVERNOR
Clearing House Procedures
AGANA, GUAM

Governor's Project Notification Review

Date: May 29, 1973

To: Miss Helen Luce
Library Services, Officer
Department of Health, Education & Welfare
Libraries & Educational Technology
Regional Office, 50 Fulton Street
San Francisco, Calif. 94102

Subject: Up-dated Basic State Plan, FY 1974 - 1978

I have reviewed the subject document (s) in accordance to OMB Circular A-95 on state plans and project applications. Our review focused on the application's compatibility with the plans, programs and objectives of the Government of Guam.

Comments:

X Reviewed and approved

_____ Disapproved with enclosed comments

_____ Approved with enclosed comments

Kurt S. Moylan
ACTING Governor of Guam

14 JUN 1973

STATE GUAM

LSCA Title I

PROJECT NO. 1

FISCAL YEAR 1974

Strengthening State Library Administrative Agency - (Territorial Library)

The Territorial Library program is an administrative program responsible for the operations of the public library system and the Guam Museum. It includes the supervision, planning, budgeting, selection of personnel, acquisition and processing needs of the public libraries. With the advice of the Advisory Council, it plans for the library needs of the island.

Two legislations are still pending at the local legislature: 1) to designate the public library as depository of Government of Guam documents and 2) to designate all artifacts as territorial property.

During this program year, funding will be requested for the expansion of the central library to meet space needs. The expansion is necessary to accommodate the growing collection, workroom and staff areas and the demand for larger reading and study area.

Source of Funding:

State: $57,980

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

PROJECT REPORT

For Titles I and III of the Library Services and Construction Act, as amended P.L. 91-600
(Read the Instructions before completing this report)

An answer is required for each item on this form.

FORM APPROVED
O.M.B. NO. 51-R0712

THIS REPORT IS FOR: [X] A PROPOSED PROJECT [ ] AN ACTUAL PROJECT

TITLE: Title I

FISCAL YEAR ENDING: June 30, 1974

STATE: GUAM

PROJECT NO.: 1

SECTION A - PROJECT DATA

1. NAME (Identify if state agency, regional or local library, organization, or institution that will administer the project)
Nieves M. Flores Memorial Library

TELEPHONE (Area code, Number, Extension)

ADDRESS (Number, street, city and State)
P. O. Box 652, Agana, Guam

COUNTY

ZIP CODE: 96910

CONGRESSIONAL DISTRICT(S) (If less than entire State, list by number): n/a

2. NAME OF PROJECT
Strengthening State Library Administrative Agency - (Territorial Library)

3. PROJECT DATES [X] INITIAL PROJECT [ ] CONTINUING PROJECT
a. ESTIMATED TOTAL TIME SPAN (years)
b. PROJECT BEGAN: 1974
IF CONTINUING PROJECT, GIVE PREVIOUS PROJECT NUMBER
c. PROPOSED TERMINATION DATE: continuing

4. GEOGRAPHICAL AND POPULATION DATA (Complete all of the sub-items applicable to this project)
(1) TOTAL NUMBER OF COUNTIES SERVED: n/a
(2) NUMBER OF PERSONS IN THE AREA SERVED BY THE PROJECT: 86,926
(3) PREDOMINANT CHARACTERISTIC OF AREA SERVED (Give best estimate of the percentage distribution of persons served within each of the following areas)
a. (1) MODEL CITY NEIGHBORHOOD % (2) APPALACHIA %
b. (1) URBAN % (2) SUBURBAN % (3) RURAL 100 %

5. FOR TITLE III, INDICATE TYPE OF PROJECT
(1) [ ] BIBLIOGRAPHIC SERVICES (3) [ ] REFERENCE SERVICE
(2) [ ] COMMUNICATIONS NETWORK (4) [ ] TECHNICAL PROCESSING SERVICE
(5) [ ] OTHER (Specify)

6. TYPE OF GROUP (Check the box which best describes the population served by the project)
(1) [X] ECONOMICALLY DISADVANTAGED
(2) [X] PHYSICALLY HANDICAPPED; GIVE PERCENTAGE OF THIS GROUP THAT IS BLIND %
(3) [ ] MIGRANT (4) [X] GENERAL PUBLIC AREA (5) [ ] OTHER (Specify)

7. AGE GROUP SERVED (Give best estimate of the percentage distribution of persons served in the project by age groups (see item 4.b.)
(1) CHILDREN (age 0-14) 25 %
(2) YOUTH (age 15-24) 50 %
(3) WORKING AGE/ GRADUATE (age 25-64) 20 %
(4) AGED (age 65 and over) 5 %

8. ETHNIC OR RACIAL GROUP IS THIS PROJECT PRIMARILY FOR A SPECIFIC ETHNIC OR RACIAL GROUP? (If "YES," give best estimate of percentage distribution of persons served by race or ethnic group) [ ] YES [X] NO

		IF SPANISH SURNAMED	
(1) a. AMERICAN INDIANS	%	(2) a. MEXICAN AMERICANS	%
b. AMERICAN ORIENTALS	%	b. CUBAN	%
c. NEGRO	%	c. PUERTO RICAN	%
d. WHITE	%	d. OTHER	%
e. OTHER	%		

9. NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES

(1) TOTAL (Sum of items (2) thru (11))	1	(6) OTHER ACADEMIC	
(2) PUBLIC	1	(7) SPECIAL	
(3) SCHOOL		(8) HOSPITALS	
(4) VOCATIONAL		(9) CORRECTIONAL	
(5) JR. COLLEGE		(10) RESIDENTIAL SCHOOLS	
		(11) OTHER	

SECTION B - EXPENDITURES REPORT

SUMMARY OF EXPENDITURES (Fill in Line 1 for "PROPOSED" and Line 2 for "Actual" expenditures, OE Form 3114-3. Round all amounts to nearest dollar)

PROJECT	BY CATEGORY (Columns 1-7)							BY SOURCE (Columns 8-11)			
	SALARIES AND WAGES (1)	BOOKS (2)	AUDIO-VISUAL MATERIALS (3)	EQUIPMENT (4)	CONTRACTUAL SERVICES (5)	OTHER EXPENSES (6)	TOTAL FOR PROJECT (7)	FEDERAL FUNDS (8)	STATE FUNDS (9)	LOCAL FUNDS (10)	TOTAL (Must equal Col. 7) (11)
1. Proposed	44,397	1,230			5,118	7,235	57,980		57,980		57,980
2. Actual											

SECTIONS C AND D

I CERTIFY that all of the information contained herein is correct to the best of my knowledge.

NAME OF HEAD, STATE LIBRARY AGENCY (Type): Magdalena S. Taitano

SIGNATURE: Magdalena S. Taitano

DATE: 8-29-73

OE FORM 3114-1, 6/73 PREVIOUS EDITIONS ARE OBSOLETE

WORKSHEET

CONSOLIDATED LISTING OF PROJECTS INCLUDED IN ANNUAL PROGRAM FOR TITLES I AND III

THE AMOUNTS REPORTED BELOW ARE:

- [X] ESTIMATED EXPENDITURES BY PROJECT, BY LSCA TITLE
- [ ] ACTUAL EXPENDITURES BY PROJECT, BY LSCA TITLE

INSTRUCTIONS FOR COMPLETING THIS LISTING FOLLOW:

1. Use a separate sheet for each LSCA Title I Program: Public Library, Institutional, and Handicapped; and for Title III.
2. Transcribe the information from Section B of each Project Report (OE Form 3114-1) to one of the lines below.
3. For each LSCA Title, show total of expenditures by category (columns 1-7) and source (columns 8-11).

STATE	FOR FISCAL YEAR ENDING	DATE OF SUBMISSION
GUAM	6/30/74	8/29/73

THE PROJECTS LISTED BELOW ARE AUTHORIZED UNDER PROVISIONS OF LSCA (check one)

- [X] TITLE I, PUBLIC LIBRARY
- [ ] TITLE I, INSTITUTIONAL
- [ ] TITLE I, HANDICAPPED
- [ ] TITLE III

PROJECT NUMBER	BY CATEGORY (columns 1-7)							BY SOURCE (columns 8-11)			
	SALARIES AND WAGES 1	BOOKS 2	AUDIO-VISUAL MATERIALS 3	EQUIPMENT 4	CONTRACTUAL SERVICES 5	OTHER EXPENSES 6	TOTAL FOR PROJECT 7	FEDERAL FUNDS 8	STATE FUNDS 9	LOCAL FUNDS 10	TOTAL (must equal column 7) 11
1	44,397	1,230			5,118	7,235	57,980		57,980		57,980
TOTALS	44,397	1,230			5,118	7,235	57,980		57,980		57,980

STATE GUAM

LSCA Title I

PROJECT NO. 2

FISCAL YEAR 1974

Other - (Staff Development)

Staff development program will continue to be conducted on a weekly basis. The program was developed during fiscal year 1973 and the feedback from the staff is to continue the program. It not only helped in keeping up with the public's demand, but the staff became more aware of the resources.

The staff development program will continue to stress the basic reference materials and will emphasize what information can be found, where and how to follow up on the bibliographies and indexes. This program will try to answer reference problems the staff encounters daily with the public.

Readers' assistance will expand to familiarize the staff with materials in the collection other than reference books. This include bibliographies on specific subjects and the use of indexes such as "Readers' Guide to Periodical Literature" and others. New equipment will be demonstrated. The staff will be instructed on the filing of materials and filing rules made available.

The main library will conduct workshops in technical services for

the staff of the public libraries. The workshops will include acquisition practices, cataloging practices, filing and record keeping.

Source of funding:

State: $20,620

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

PROJECT REPORT

For Titles I and III of the Library Services and Construction Act, as amended P.L. 91-600
(Read the Instructions before completing this report)

An answer is required for each item on this form.

FORM APPROVED
O.M.B. NO. 51-R0712

THIS REPORT IS FOR [X] A PROPOSED PROJECT [ ] AN ACTUAL PROJECT

TITLE: Title I

FISCAL YEAR ENDING: June 30, 1974

STATE: GUAM

PROJECT NO.: 2

SECTION A - PROJECT DATA

1. NAME (Identify if state agency, regional or local library, organization, or institution that will administer the project)
Nieves M. Flores Memorial Library

ADDRESS (Number, street, city and State)
P. O. Box 652, Agana, Guam

COUNTY:

ZIP CODE: 96910

TELEPHONE (Area code, Number, Extension):

CONGRESSIONAL DISTRICT(S) (If less than entire State, list by number): n/a

2. NAME OF PROJECT
Other - (Staff Development)

3. PROJECT DATES [ ] INITIAL PROJECT [X] CONTINUING PROJECT
a. ESTIMATED TOTAL TIME SPAN (Years): 1
b. PROJECT BEGAN: 1973
IF CONTINUING PROJECT, GIVE PREVIOUS PROJECT NUMBER: 1
c. PROPOSED TERMINATION DATE: continuing

4. GEOGRAPHICAL AND POPULATION DATA (Complete all of the sub-items applicable to this project)
(1) TOTAL NUMBER OF COUNTIES SERVED: n/a
(2) NUMBER OF PERSONS IN THE AREA SERVED BY THE PROJECT: 86,926
(3) PREDOMINANT CHARACTERISTIC OF AREA SERVED (Give best estimate of the percentage distribution of persons served within each of the following areas)
a. (1) MODEL CITY NEIGHBORHOOD: % (2) APPALACHIA: %
b. (1) URBAN: % (2) SUBURBAN: % (3) RURAL: 100 %

5. FOR TITLE III, INDICATE TYPE OF PROJECT
(1) [ ] BIBLIOGRAPHIC SERVICES (3) [ ] REFERENCE SERVICE
(2) [ ] COMMUNICATIONS NETWORK (4) [ ] TECHNICAL PROCESSING SERVICE
(5) [ ] OTHER (Specify)

6. TYPE OF GROUP (Check the box which best describes the population served by the project)
(1) [X] ECONOMICALLY DISADVANTAGED
(2) [ ] PHYSICALLY HANDICAPPED; GIVE PERCENTAGE OF THIS GROUP THAT IS BLIND: %
(3) [ ] MIGRANT (4) [X] GENERAL PUBLIC AREA (5) [ ] OTHER (Specify)

7. AGE GROUP SERVED (Give best estimate of the percentage distribution of persons served in the project by age groups (see item 4.b.)
(1) CHILDREN (age 0-14): 25 %
(2) YOUTH (age 15-24): 50 %
WORKING AGE/(3) GRADUATE (age 25-64): 20 %
(4) AGED (age 65 and over): 5 %

8. ETHNIC OR RACIAL GROUP IS THIS PROJECT PRIMARILY FOR A SPECIFIC ETHNIC OR RACIAL GROUP? (If "YES," give best estimate of percentage distribution of persons served by race or ethnic group) [ ] YES [X] NO

		IF SPANISH SURNAMED	
(1) a. AMERICAN INDIANS	%	(2) a. MEXICAN AMERICANS	%
b. AMERICAN ORIENTALS	%	b. CUBAN	%
c. NEGRO	%	c. PUERTO RICAN	%
d. WHITE	%	d. OTHER	%
e. OTHER	%		

9. NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES

(1) TOTAL (Sum of items (2) thru (11))	1	(6) OTHER ACADEMIC	
(2) PUBLIC	1	(7) SPECIAL	
(3) SCHOOL		(8) HOSPITALS	
(4) VOCATIONAL		(9) CORRECTIONAL	
(5) JR. COLLEGE		(10) RESIDENTIAL SCHOOLS	
		(11) OTHER	

SECTION B - EXPENDITURES REPORT

SUMMARY OF EXPENDITURES (Fill in Line 1 for "PROPOSED" and Line 2 for "Actual" expenditures, OE Form 3114-3. Round all amounts to nearest dollar)

PROJECT	BY CATEGORY (Columns 1-7)							BY SOURCE (Columns 8-11)			
	SALARIES AND WAGES (1)	BOOKS (2)	AUDIO-VISUAL MATERIALS (3)	EQUIPMENT (4)	CONTRACTUAL SERVICES (5)	OTHER EXPENSES (6)	TOTAL FOR PROJECT (7)	FEDERAL FUNDS (8)	STATE FUNDS (9)	LOCAL FUNDS (10)	TOTAL (Must equal Col. 7) (11)
1. Proposed	11,154				1,309	8,157	20,620				20,620
2. Actual											

SECTIONS C AND D

I CERTIFY that all of the information contained herein is correct to the best of my knowledge.

NAME OF HEAD, STATE LIBRARY AGENCY (Type): Magdalena S. Taitano

SIGNATURE: Magdalena S. Taitano

DATE: 8-29-30

OE FORM 3114-1, 6/71 PREVIOUS EDITIONS ARE OBSOLETE

WORKSHEET

CONSOLIDATED LISTING OF PROJECTS INCLUDED IN ANNUAL PROGRAM FOR TITLES I AND III

THE AMOUNTS REPORTED BELOW ARE:

[X] ESTIMATED EXPENDITURES BY PROJECT, BY LSCA TITLE

[ ] ACTUAL EXPENDITURES BY PROJECT, BY LSCA TITLE

STATE	FOR FISCAL YEAR ENDING	DATE OF SUBMISSION
GUAM	6/30/74	8/29/73

INSTRUCTIONS FOR COMPLETING THIS LISTING FOLLOW:

1. Use a separate sheet for each LSCA Title I Program: Public Library, Institutional, and Handicapped; and for Title III.
2. Transcribe the information from Section B of each Project Report (OE Form 3114-1) to one of the lines below.
3. For each LSCA Title, show total of expenditures by category (columns 1-7) and source (columns 8-11).

THE PROJECTS LISTED BELOW ARE AUTHORIZED UNDER PROVISIONS OF LSCA *(check one)*

- [X] TITLE I, PUBLIC LIBRARY
- [ ] TITLE I, INSTITUTIONAL
- [ ] TITLE I, HANDICAPPED
- [ ] TITLE III

PROJECT NUMBER	BY CATEGORY (columns 1-7)							BY SOURCE (columns 8-11)			
	SALARIES AND WAGES 1	BOOKS 2	AUDIO-VISUAL MATERIALS 3	EQUIPMENT 4	CONTRACTUAL SERVICES 5	OTHER EXPENSES 6	TOTAL FOR PROJECT 7	FEDERAL FUNDS 8	STATE FUNDS 9	LOCAL FUNDS 10	TOTAL *(must equal column 7)* 11
2	11,154				1,309	8,157	20,620		20,620		20,620
TOTALS	11,154				1,309	8,157	20,620		20,620		20,620

STATE GUAM

LSCA Title I

PROJECT NO. 3

FISCAL YEAR 1974

Strengthening the State Library Administration Agency - (Augmentation of Collection)

The collection would continue to be augmented to meet the standards approved by the Guam Library Board and recommended by the Advisory Council of 3 books per capita. Approximately 13,000 volumes were purchased during FY 1973 bringing the collection of the public libraries to 143,000 volumes. 4,000 volumes of them would be housed at the new Merizo Library to be completed in July.

During 1974 the basic collection for Merizo would be enlarged to meet the reading needs of that area. The collection for the bookmobile would be purchased to total approximately 5,000 volumes. Remedial reading materials would be included and would be available throughout the public libraries.

Small collections of reading materials for the retired or senior citizens would be set up at the community centers for them and periodicals subscriptions suited for their needs would be purchased. Material selection would be coordinated with the office for the Association of Retired Persons.

The general overall collection would be inventoried to identify

weakness in subject areas and will be augmented.

Audio/visual materials, particularly records, tapes, films and filmstrips and cassettes will be purchased if it is a usable substitute for printed materials.

A variety of reading materials will be provided in all subject areas to encourage the young people to read and develop an interest in books and to support their school work.

Periodical subscriptions will be enlarged to include titles listed in periodical guides. Back issues of periodicals frequently requested and not available in other local libraries will be purchased.

Newspaper subscriptions will be enlarged to include major national and international newspapers published in English. Foreign language newspapers and periodicals will be considered for purchase as the need arises.

The present Guam collection will be augmented and enlarged to include materials representative of all phases of Guam's heritage. The library will write to other libraries and rare book dealers for Guam materials for purchase of either original or microcopy.

Artifacts will be purchased or donations solicited from individuals or organizations. The artifacts will be stored at the Guam Museum and will be identified to show their place in history. To coordinate the artifacts with the written material displays will be set up in the public library system at various times during the year.

The weakness in the Guam collection will be identified through the Union Catalog of Guam materials and through other existing bibliographies.

A bibliography of Guam materials will be published to update those now in existence if enough materials are discovered.

An index to the Guam Recorder, a monthly news magazine published from 1924 to 1941 will be published.

An index to the Guam Newsletter, a monthly newsletter published from 1909 to 1922, will be published.

Source of Funding:

State: $236,556

Federal: $39,949

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

PROJECT REPORT

For Titles I and III of the Library Services and Construction Act, as amended P.L. 91-600
(Read the Instructions before completing this report)

An answer is required for each item on this form.

FORM APPROVED
O.M.B. NO. 51-R0712

THIS REPORT IS FOR: [X] A PROPOSED PROJECT [ ] AN ACTUAL PROJECT

TITLE: Title I

FISCAL YEAR ENDING: June 30, 1974

STATE: GUAM

PROJECT NO.: 3

SECTION A - PROJECT DATA

1. NAME (Identify if state agency, regional or local library, organization, or institution that will administer the project): Nieves M. Flores Memorial Library

TELEPHONE (Area code, Number, Extension):

ADDRESS (Number, street, city and State): P. O. Box 652, Agana, Guam

COUNTY:

ZIP CODE: 96910

CONGRESSIONAL DISTRICT(S) (If less than entire State, list by number): n/a

2. NAME OF PROJECT: Strengthening the State Library Administration Agency - (Augmentation of Collection)

3. PROJECT DATES: [ ] INITIAL PROJECT [X] CONTINUING PROJECT — IF CONTINUING PROJECT, GIVE PREVIOUS PROJECT NUMBER: 2

a. ESTIMATED TOTAL TIME SPAN (years): 17

b. PROJECT BEGAN: 1957

c. PROPOSED TERMINATION DATE: continuing

4. GEOGRAPHICAL AND POPULATION DATA (Complete all of the sub-items applicable to this project)

(1) TOTAL NUMBER OF COUNTIES SERVED: n/a

(2) NUMBER OF PERSONS IN THE AREA SERVED BY THE PROJECT: 86,926

(3) PREDOMINANT CHARACTERISTIC OF AREA SERVED (Give best estimate of the percentage distribution of persons served within each of the following areas)

a. (1) MODEL CITY NEIGHBORHOOD % (2) APPALACHIA %

b. (1) URBAN % (2) SUBURBAN % (3) RURAL 100 %

5. FOR TITLE III, INDICATE TYPE OF PROJECT

(1) [ ] BIBLIOGRAPHIC SERVICES (3) [ ] REFERENCE SERVICE

(2) [ ] COMMUNICATIONS NETWORK (4) [ ] TECHNICAL PROCESSING SERVICE

(5) [ ] OTHER (Specify)

6. TYPE OF GROUP (Check the box which best describes the population served by the project)

(1) [X] ECONOMICALLY DISADVANTAGED

(2) [X] PHYSICALLY HANDICAPPED; GIVE PERCENTAGE OF THIS GROUP THAT IS BLIND %

(3) [ ] MIGRANT (4) [X] GENERAL PUBLIC AREA (5) [ ] OTHER (Specify)

7. AGE GROUP SERVED (Give best estimate of the percentage distribution of persons served in the project by age groups (see item 4.b.)

(1) CHILDREN (age 0-14): 25 %

(2) YOUTH (age 15-24): 50 %

WORKING AGE/ (3) GRADUATE (age 25-64): 20 %

(4) AGED (age 65 and over): 5 %

8. ETHNIC OR RACIAL GROUP — IS THIS PROJECT PRIMARILY FOR A SPECIFIC ETHNIC OR RACIAL GROUP? (If "YES," give best estimate of percentage distribution of persons served by race or ethnic group) [ ] YES [X] NO

		IF SPANISH SURNAMED	
(1) a. AMERICAN INDIANS	%	(2) a. MEXICAN AMERICANS	%
b. AMERICAN ORIENTALS	%	b. CUBAN	%
c. NEGRO	%	c. PUERTO RICAN	%
d. WHITE	%	d. OTHER	%
e. OTHER	%		

9. NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES

(1) TOTAL (Sum of items (2) thru (11))	1	(6) OTHER ACADEMIC	
(2) PUBLIC	1	(7) SPECIAL	
(3) SCHOOL		(8) HOSPITALS	
(4) VOCATIONAL		(9) CORRECTIONAL	
(5) JR. COLLEGE		(10) RESIDENTIAL SCHOOLS	
		(11) OTHER	

SECTION B - EXPENDITURES REPORT

SUMMARY OF EXPENDITURES (Fill in Line 1 for "PROPOSED" and Line 2 for "Actual" expenditures, OE Form 3114-3. Round all amounts to nearest dollar)

PROJECT	BY CATEGORY (Columns 1-7)							BY SOURCE (Columns 8-11)			
	SALARIES AND WAGES (1)	BOOKS (2)	AUDIO-VISUAL MATERIALS (3)	EQUIPMENT (4)	CONTRACTUAL SERVICES (5)	OTHER EXPENSES (6)	TOTAL FOR PROJECT (7)	FEDERAL FUNDS (8)	STATE FUNDS (9)	LOCAL FUNDS (10)	TOTAL (Must equal Col. 7) (11)
1. Proposed	92,463	123,974	17,698	2,760	7,854	31,756	276,505	39,949	236,556		276,505
2. Actual											

SECTIONS C AND D

I CERTIFY that all of the information contained herein is correct to the best of my knowledge.

NAME OF HEAD, STATE LIBRARY AGENCY (Type): Magdalena S. Taitano

SIGNATURE: Magdalena S. Taitano

DATE: 8-29-73

OE FORM 3114-1, 6/73 PREVIOUS EDITIONS ARE OBSOLETE

(See reverse of this form)

WORKSHEET

CONSOLIDATED LISTING OF PROJECTS INCLUDED IN ANNUAL PROGRAM FOR TITLES I AND III

THE AMOUNTS REPORTED BELOW ARE:

[X] ESTIMATED EXPENDITURES BY PROJECT, BY LSCA TITLE

[ ] ACTUAL EXPENDITURES BY PROJECT, BY LSCA TITLE

INSTRUCTIONS FOR COMPLETING THIS LISTING FOLLOW:

1. Use a separate sheet for each LSCA Title I Program: Public Library, Institutional, and Handicapped; and for Title III.
2. Transcribe the information from Section B of each Project Report (OE Form 3114-1) to one of the lines below.
3. For each LSCA Title, show total of expenditures by category (columns 1-7) and source (columns 8-11).

STATE	FOR FISCAL YEAR ENDING	DATE OF SUBMISSION
GUAM	6/30/74	8/29/73

THE PROJECTS LISTED BELOW ARE AUTHORIZED UNDER PROVISIONS OF LSCA *(check one)*

- [X] TITLE I, PUBLIC LIBRARY
- [ ] TITLE I, INSTITUTIONAL
- [ ] TITLE I, HANDICAPPED
- [ ] TITLE III

PROJECT NUMBER	BY CATEGORY (columns 1-7)							BY SOURCE (columns 8-11)			
	SALARIES AND WAGES 1	BOOKS 2	AUDIO-VISUAL MATERIALS 3	EQUIPMENT 4	CONTRACTUAL SERVICES 5	OTHER EXPENSES 6	TOTAL FOR PROJECT 7	FEDERAL FUNDS 8	STATE FUNDS 9	LOCAL FUNDS 10	TOTAL (must equal column 7) 11
3	92,463	123,974	17,698	2,760	7,854	31,756	276,505	39,949	236,556		276,505
TOTALS	92,463	123,974	17,698	2,760	7,854	31,756	276,505	39,949	236,556		276,505

STATE GUAM

LSCA Title I

PROJECT NO. 4

FISCAL YEAR 1974

Strengthening the State Library Administration Agency - (Extension Services)

Early Childhood Education (Special Library Activity)

Story hour program will be conducted throughout the public library system for the pre-school children, kindergarten through third grades. The story hour will be scheduled once a week at each library throughout the year. The participants will be divided into two groups. The first group from pre-school to grade one and the second group will be the second and third grades. The main objective of the program is to encourage the young people to read and appreciate reading.

Summer Reading Program

The summer reading program will be continued. Young people third grade through seventh grade would be encouraged to participate.

Certificates would be given to all participants who read 25 or more books. Special award, usually a book, would be given to the child who has read the largest number of books.

Students interested in participating in the summer reading program could enroll.

Bookmobile Service

Bookmobile service would be initiated during fiscal year 1974. Delivery of the bookmobile unit is expected in September. Upon initiation of the bookmobile service, a scheduled route would be printed in the daily papers and printed schedules would be distributed in the villages affected. This service would provide reading materials to residents of the island who are distantly located from any organized collection. Areas to be served will include Tamuning, Agana Heights, Sinajana, Asan, Piti, Santa Rita, Talofofo, Chalan Pago, Ordot, Yigo, Mongmong, Maite and military installations.

The bookmobile collection would consist of recreational and informational reading materials for both children and adults.

Handicapped

Programs and services for the handicapped will be initiated. Library services to the handicapped will be coordinated with the Department of Education and Public Health and Welfare in determining the services and programs to be implemented. Materials will be made available to assist the handicapped on the island in their jobs. The local Department of Education offers instructional programs for the exceptional child, hard of hearing and vocational rehabilitation program for the handicapped. Library programs will be initiated to supplement the resources available at the Department of Education.

The availability of services to the blind will be advertised

throughout the island to expand the use of these services. Special effort will be made to identify potential users through Public Health officials and village commissioners.

Large print materials will be made available for those who cannot read regular print materials.

Source of Funding:

State: $194,438

Federal: $5,344

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

PROJECT REPORT

For Titles I and III of the Library Services and Construction Act, as amended P.L. 91-600
(Read the Instructions before completing this report)

An answer is required for each item on this form.

FORM APPROVED
O.M.B. NO. 51-R0712

THIS REPORT IS FOR: [X] A PROPOSED PROJECT [ ] AN ACTUAL PROJECT

TITLE: Title I

FISCAL YEAR ENDING: June 30, 1974

STATE: GUAM

PROJECT NO.: 4

SECTION A - PROJECT DATA

1. NAME (Identify if state agency, regional or local library, organization, or institution that will administer the project): Nieves M. Flores Memorial Library

TELEPHONE (Area code, Number, Extension):

ADDRESS (Number, street, city and State): P. O. Box 652, Agana, Guam

COUNTY:

ZIP CODE: 96910

CONGRESSIONAL DISTRICT(S) (If less than entire State, list by number): n/a

2. NAME OF PROJECT: Strengthening the State Library Administration Agency - (Extension Services)

3. PROJECT DATES: [ ] INITIAL PROJECT [X] CONTINUING PROJECT — IF CONTINUING PROJECT, GIVE PREVIOUS PROJECT NUMBER: 4

a. ESTIMATED TOTAL TIME SPAN (years): 17

b. PROJECT BEGAN: 1957

c. PROPOSED TERMINATION DATE: continuing

4. GEOGRAPHICAL AND POPULATION DATA (Complete all of the sub-items applicable to this project)

(1) TOTAL NUMBER OF COUNTIES SERVED: n/a

(2) NUMBER OF PERSONS IN THE AREA SERVED BY THE PROJECT: 86,926

(3) PREDOMINANT CHARACTERISTIC OF AREA SERVED (Give best estimate of the percentage distribution of persons served within each of the following areas)

a. (1) MODEL CITY NEIGHBORHOOD ___ % (2) APPALACHIA ___ %

b. (1) URBAN ___ % (2) SUBURBAN ___ % (3) RURAL 100 %

5. FOR TITLE III, INDICATE TYPE OF PROJECT

(1) [ ] BIBLIOGRAPHIC SERVICES (3) [ ] REFERENCE SERVICE

(2) [ ] COMMUNICATIONS NETWORK (4) [ ] TECHNICAL PROCESSING SERVICE

(5) [ ] OTHER (Specify)

6. TYPE OF GROUP (Check the box which best describes the population served by the project)

(1) [X] ECONOMICALLY DISADVANTAGED

(2) [X] PHYSICALLY HANDICAPPED; GIVE PERCENTAGE OF THIS GROUP THAT IS BLIND ___ %

(3) [ ] MIGRANT (4) [X] GENERAL PUBLIC AREA (5) [ ] OTHER (Specify)

7. AGE GROUP SERVED (Give best estimate of the percentage distribution of persons served in the project by age groups (see item 4.b.)

(1) CHILDREN (age 0-14) 25 %

(2) YOUTH (age 15-24) 50 %

(3) WORKING AGE/GRADUATE (age 25-64) 20 %

(4) AGED (age 65 and over) 5 %

8. ETHNIC OR RACIAL GROUP — IS THIS PROJECT PRIMARILY FOR A SPECIFIC ETHNIC OR RACIAL GROUP? (If "YES," give best estimate of percentage distribution of persons served by race or ethnic group) [ ] YES [X] NO

		IF SPANISH SURNAMED	
(1) a. AMERICAN INDIANS	%	(2) a. MEXICAN AMERICANS	%
b. AMERICAN ORIENTALS	%	b. CUBAN	%
c. NEGRO	%	c. PUERTO RICAN	%
d. WHITE	%	d. OTHER	%
e. OTHER	%		

9. NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES

(1) TOTAL (Sum of items (2) thru (11))	1	(6) OTHER ACADEMIC	
(2) PUBLIC	1	(7) SPECIAL	
(3) SCHOOL		(8) HOSPITALS	
(4) VOCATIONAL		(9) CORRECTIONAL	
(5) JR. COLLEGE		(10) RESIDENTIAL SCHOOLS	
		(11) OTHER	

SECTION B - EXPENDITURES REPORT

SUMMARY OF EXPENDITURES (Fill in Line 1 for "PROPOSED" and Line 2 for "Actual" expenditures, OE Form 3114-3. Round all amounts to nearest dollar)

PROJECT	BY CATEGORY (Columns 1-7)							BY SOURCE (Columns 8-11)			
	SALARIES AND WAGES (1)	BOOKS (2)	AUDIO-VISUAL MATERIALS (3)	EQUIPMENT (4)	CONTRACTUAL SERVICES (5)	OTHER EXPENSES (6)	TOTAL FOR PROJECT (7)	FEDERAL FUNDS (8)	STATE FUNDS (9)	LOCAL FUNDS (10)	TOTAL (Must equal Col. 7) (11)
1. Proposed	161,604			5,000	25,098	8,080	199,782	5,344	194,438		199,782
2. Actual											

SECTIONS C AND D

I CERTIFY that all of the information contained herein is correct to the best of my knowledge.

NAME OF HEAD, STATE LIBRARY AGENCY (Type): Magdalena S. Taitano

SIGNATURE: Magdalena S. Taitano

DATE: 8-29-73

OE FORM 3114-1, 6/73 PREVIOUS EDITIONS ARE OBSOLETE

(See reverse of this form)

WORKSHEET

CONSOLIDATED LISTING OF PROJECTS INCLUDED IN ANNUAL PROGRAM FOR TITLES I AND III

THE AMOUNTS REPORTED BELOW ARE:

[X] ESTIMATED EXPENDITURES BY PROJECT, BY LSCA TITLE

[ ] ACTUAL EXPENDITURES BY PROJECT, BY LSCA TITLE

STATE	FOR FISCAL YEAR ENDING	DATE OF SUBMISSION
GUAM	6/30/74	8/29/73

INSTRUCTIONS FOR COMPLETING THIS LISTING FOLLOW:

1. Use a separate sheet for each LSCA Title I Program: Public Library, Institutional, and Handicapped; and for Title III.
2. Transcribe the information from Section B of each Project Report (OE Form 3114-1) to one of the lines below.
3. For each LSCA Title, show total of expenditures by category (columns 1-7) and source (columns 8-11).

THE PROJECTS LISTED BELOW ARE AUTHORIZED UNDER PROVISIONS OF LSCA *(check one)*

- [X] TITLE I, PUBLIC LIBRARY
- [ ] TITLE I, INSTITUTIONAL
- [ ] TITLE I, HANDICAPPED
- [ ] TITLE III

PROJECT NUMBER	BY CATEGORY (columns 1-7)							BY SOURCE (columns 8-11)			
	SALARIES AND WAGES 1	BOOKS 2	AUDIO-VISUAL MATERIALS 3	EQUIPMENT 4	CONTRACTUAL SERVICES 5	OTHER EXPENSES 6	TOTAL FOR PROJECT 7	FEDERAL FUNDS 8	STATE FUNDS 9	LOCAL FUNDS 10	TOTAL *(must equal column 7)* 11
4	161,604			5,000	25,098	8,080	199,782	5,344	194,438		199,782
TOTALS	161,604			5,000	25,098	8,080	199,782	5,344	194,438		199,782

STATE GUAM

LSCA Title I

PROJECT NO. 5

FISCAL YEAR 1974

Institutional Libraries

Guam Memorial Hospital Library. The collection will continue to be enlarged to include more paperback materials. Most of the materials will be for recreational reading and a limited reference collection will be maintained. More copies of periodicals will be made available to patients.

Book cart service on the wards will be provided twice a week. If possible. volunteer help will be used.

A story program will be continued on the Pediatric ward. A supporting juvenile collection will be established.

Youth Home Library. The basic collection will be enlarged to include audio/visual materials to supplement the school needs of the residents; basic reference materials, periodicals, occupational literature, and other areas as needed. Materials will be selected to assist in meeting the goals of the institution to return the child to society as a contributing citizen.

Teachers at the Youth Home will be asked to participate in book selection.

The professional staff at the public library will offer assistance

to the Youth Home staff in utilization of library resources.

State Penitentiary Library. Materials will be selected for this library to contribute to the development of individuals and their restoration, as creative members of society, to the community. The collection will support the educational and rehabilitation programs of the Penitentiary as well as providing recreational reading for the inmates. The present collection will be enlarged to meet these needs. Limited reference collection will be purchased for the inmates.

Audio/visual materials, particularly for the non-reading population will be provided.

Staff members at the Penitentiary will be asked to assist in selection of library materials and will be given assistance by the professional staff at the public library in the utilization of library resources.

Source of Funding:

State: $8,368

Federal: $9,889

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

PROJECT REPORT

For Titles I and III of the Library Services and Construction Act, as amended P.L. 91-600
(Read the Instructions before completing this report)

An answer is required for each item on this form.

FORM APPROVED O.M.B. NO. 51-R0712

THIS REPORT IS FOR [X] A PROPOSED PROJECT [ ] AN ACTUAL PROJECT

TITLE: Title I

FISCAL YEAR ENDING: June 30, 1974

STATE: GUAM

PROJECT NO.: 5

SECTION A – PROJECT DATA

1. NAME *(Identify if state agency, regional or local library, organization, or institution that will administer the project)*: Nieves M. Flores Memorial Library

TELEPHONE *(Area code, Number, Extension)*:

ADDRESS *(Number, street, city and State)*: P. O. Box 652, Agana, Guam

COUNTY:

ZIP CODE: 96910

CONGRESSIONAL DISTRICT(S) *(If less than entire State, list by number)*: n/a

2. NAME OF PROJECT: Institutional Libraries

3. PROJECT DATES [ ] INITIAL PROJECT [X] CONTINUING PROJECT IF CONTINUING PROJECT, GIVE PREVIOUS PROJECT NUMBER: 6

a. ESTIMATED TOTAL TIME SPAN *(years)*: 16

b. PROJECT BEGAN: 1968

c. PROPOSED TERMINATION DATE: continuing

4. GEOGRAPHICAL AND POPULATION DATA *(Complete all of the sub-items applicable to this project)*

(1) TOTAL NUMBER OF COUNTIES SERVED: n/a

(2) NUMBER OF PERSONS IN THE AREA SERVED BY THE PROJECT: 1,000 est.

(3) PREDOMINANT CHARACTERISTIC OF AREA SERVED *(Give best estimate of the percentage distribution of persons served within each of the following areas)*

a. (1) MODEL CITY NEIGHBORHOOD % (2) APPALACHIA %

b. (1) URBAN % (2) SUBURBAN % (3) RURAL 100 %

5. FOR TITLE III, INDICATE TYPE OF PROJECT

(1) [ ] BIBLIOGRAPHIC SERVICES (3) [ ] REFERENCE SERVICE

(2) [ ] COMMUNICATIONS NETWORK (4) [ ] TECHNICAL PROCESSING SERVICE

(5) [ ] OTHER *(Specify)*

6. TYPE OF GROUP *(Check the box which best describes the population served by the project)*

(1) [ ] ECONOMICALLY DISADVANTAGED

(2) [ ] PHYSICALLY HANDICAPPED; GIVE PERCENTAGE OF THIS GROUP THAT IS BLIND %

(3) [ ] MIGRANT (4) [ ] GENERAL PUBLIC AREA (5) [X] OTHER *(Specify)* institutionalized

7. AGE GROUP SERVED *(Give best estimate of the percentage distribution of persons served in the project by age groups (see item 4.b.)*

(1) CHILDREN *(age 0-14)* 40 %

(2) YOUTH *(age 15-24)* %

(3) WORKING AGE/GRADUATE *(age 25-64)* 60 %

(4) AGED *(age 65 and over)* %

8. ETHNIC OR RACIAL GROUP IS THIS PROJECT PRIMARILY FOR A SPECIFIC ETHNIC OR RACIAL GROUP? *(If "YES," give best estimate of percentage distribution of persons served by race or ethnic group)* [ ] YES [X] NO

		IF SPANISH SURNAMED	
(1) a. AMERICAN INDIANS	%	(2) a. MEXICAN AMERICANS	%
b. AMERICAN ORIENTALS	%	b. CUBAN	%
c. NEGRO	%	c. PUERTO RICAN	%
d. WHITE	%	d. OTHER	%
e. OTHER	%		

9. NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES

(1) TOTAL *(Sum of items (2) thru (11))*	4	(6) OTHER ACADEMIC	
(2) PUBLIC	1	(7) SPECIAL	
(3) SCHOOL		(8) HOSPITALS	1
(4) VOCATIONAL		(9) CORRECTIONAL	1
(5) JR. COLLEGE		(10) RESIDENTIAL SCHOOLS	1
		(11) OTHER	

SECTION B – EXPENDITURES REPORT

SUMMARY OF EXPENDITURES *(Fill in Line 1 for "PROPOSED" and Line 2 for "Actual" expenditures, OE Form 3114-3. Round all amounts to nearest dollar)*

PROJECT	BY CATEGORY *(Columns 1-7)*							BY SOURCE *(Columns 8-11)*			
	SALARIES AND WAGES (1)	BOOKS (2)	AUDIO-VISUAL MATERIALS (3)	EQUIPMENT (4)	CONTRACTUAL SERVICES (5)	OTHER EXPENSES (6)	TOTAL FOR PROJECT (7)	FEDERAL FUNDS (8)	STATE FUNDS (9)	LOCAL FUNDS (10)	TOTAL *(Must equal Col. 7)* (11)
1. Proposed	6,941	6,840	3,000			1,476	18,257	9,889	8,368		18,257
2. Actual											

SECTIONS C AND D

I CERTIFY that all of the information contained herein is correct to the best of my knowledge.

NAME OF HEAD, STATE LIBRARY AGENCY *(Type)*: Magdalena S. Taitano

SIGNATURE: Magdalena S. Taitano

DATE: 8-29-73

OE FORM 3114-1, 6/73 PREVIOUS EDITIONS ARE OBSOLETE

(See reverse of this form)

WORKSHEET

CONSOLIDATED LISTING OF PROJECTS INCLUDED IN ANNUAL PROGRAM FOR TITLES I AND III

THE AMOUNTS REPORTED BELOW ARE:

- [X] ESTIMATED EXPENDITURES BY PROJECT, BY LSCA TITLE
- [ ] ACTUAL EXPENDITURES BY PROJECT, BY LSCA TITLE

STATE	FOR FISCAL YEAR ENDING	DATE OF SUBMISSION
GUAM	6/30/74	8/29/73

INSTRUCTIONS FOR COMPLETING THIS LISTING FOLLOW:

1. Use a separate sheet for each LSCA Title I Program: Public Library, Institutional, and Handicapped; and for Title III.
2. Transcribe the information from Section B of each Project Report (OE Form 3114-1) to one of the lines below.
3. For each LSCA Title, show total of expenditures by category (columns 1-7) and source (columns 8-11).

THE PROJECTS LISTED BELOW ARE AUTHORIZED UNDER PROVISIONS OF LSCA *(check one)*

- [X] TITLE I, PUBLIC LIBRARY
- [ ] TITLE I, INSTITUTIONAL
- [ ] TITLE I, HANDICAPPED
- [ ] TITLE III

PROJECT NUMBER	BY CATEGORY (columns 1-7)							BY SOURCE (columns 8-11)			
	SALARIES AND WAGES 1	BOOKS 2	AUDIO-VISUAL MATERIALS 3	EQUIPMENT 4	CONTRACTUAL SERVICES 5	OTHER EXPENSES 6	TOTAL FOR PROJECT 7	FEDERAL FUNDS 8	STATE FUNDS 9	LOCAL FUNDS 10	TOTAL *(must equal column 7)* 11
5	6,941	6,840	3,000			1,476	18,257	9,889	8,368		18,257
TOTALS	6,941	6,840	3,000			1,476	18,257	9,889	8,368		18,257

STATE GUAM

LSCA Title III

PROJECT NO. 1

FISCAL YEAR 1974

Interlibrary Cooperation

As in the past, the public library system will participate in interlibrary cooperation and lending. Libraries on Guam has adopted an Interlibrary Loan Code and have agreed to lend materials and/or photoduplications to any library on Guam upon request.

The public librarysystem will make known to other libraries, any acquisition of historical or scientific serials and other materials to avoid unnecessary duplication of efforts.

The public library system will be made aware of the various curricula of learning institutions on Guam to properly support the school requirements.

The public library will update the Union Catalog to include all collections on the island of Guam materials. The catalog will continue to be available for consultation by Guam's citizenry at the main public library.

The public library will conduct a feasibility study to determine the value and cost of establishing a Union Catalog in book format.

In cooperation with all libraries on the island, the Union List of Serials will be updated and published annually. It will be disseminated

to all libraries on the island.

The public library will promote interlibrary cooperation with the Trust Territory by distributing special publications such as newsletters and bibliographies to Trust Territory libraries and its Department of Education.

The Trust Territory libraries will be encouraged to participate in the Union List of Serials and the Union Catalog of Guam materials. The public library will encourage legislation to enable it to participate in interlibrary loan activities with libraries off-island.

Source of Funding:

State: $11,403

Federal: $10,219

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

PROJECT REPORT

For Titles I and III of the Library Services and Construction Act, as amended P.L. 91-600
(Read the Instructions before completing this report)

An answer is required for each item on this form.

FORM APPROVED
O.M.B. NO. 51-R0712

THIS REPORT IS FOR [X] A PROPOSED PROJECT [ ] AN ACTUAL PROJECT

TITLE: Title III

FISCAL YEAR ENDING: June 30, 1974

STATE: GUAM

PROJECT NO.: 1

SECTION A - PROJECT DATA

1. NAME (Identify if state agency, regional or local library, organization, or institution that will administer the project): Nieves M. Flores Memorial Library

TELEPHONE (Area code, Number, Extension):

ADDRESS (Number, street, city and State): P. O. Box 652, Agana, Guam

COUNTY:

ZIP CODE: 96910

CONGRESSIONAL DISTRICT(S) (If less than entire State, list by number): n/a

2. NAME OF PROJECT: Interlibrary Cooperation

3. PROJECT DATES [ ] INITIAL PROJECT [X] CONTINUING PROJECT IF CONTINUING PROJECT, GIVE PREVIOUS PROJECT NUMBER: 1

a. ESTIMATED TOTAL TIME SPAN (years): 6

b. PROJECT BEGAN: 1968

c. PROPOSED TERMINATION DATE: continuing

4. GEOGRAPHICAL AND POPULATION DATA (Complete all of the sub-items applicable to this project)

(1) TOTAL NUMBER OF COUNTIES SERVED: n/a

(2) NUMBER OF PERSONS IN THE AREA SERVED BY THE PROJECT: 86,926

(3) PREDOMINANT CHARACTERISTIC OF AREA SERVED (Give best estimate of the percentage distribution of persons served within each of the following areas)

a. (1) MODEL CITY NEIGHBORHOOD % (2) APPALACHIA %

b. (1) URBAN % (2) SUBURBAN % (3) RURAL 100 %

5. FOR TITLE III, INDICATE TYPE OF PROJECT

(1) [X] BIBLIOGRAPHIC SERVICES (3) [X] REFERENCE SERVICE

(2) [ ] COMMUNICATIONS NETWORK (4) [ ] TECHNICAL PROCESSING SERVICE

(5) [ ] OTHER (Specify)

6. TYPE OF GROUP (Check the box which best describes the population served by the project)

(1) [X] ECONOMICALLY DISADVANTAGED

(2) [ ] PHYSICALLY HANDICAPPED; GIVE PERCENTAGE OF THIS GROUP THAT IS BLIND %

(3) [ ] MIGRANT (4) [X] GENERAL PUBLIC AREA (5) [ ] OTHER (Specify)

7. AGE GROUP SERVED (Give best estimate of the percentage distribution of persons served in the project by age groups (see item 4.b.)

(1) CHILDREN (age 0-14): 25 %

(2) YOUTH (age 15-24): 50 %

WORKING AGE/ (3) GRADUATE (age 25-64): 20 %

(4) AGED (age 65 and over): 5 %

8. ETHNIC OR RACIAL GROUP IS THIS PROJECT PRIMARILY FOR A SPECIFIC ETHNIC OR RACIAL GROUP? (If "YES," give best estimate of percentage distribution of persons served by race or ethnic group) [ ] YES [X] NO

		IF SPANISH SURNAMED	
(1) a. AMERICAN INDIANS	%	(2) a. MEXICAN AMERICANS	%
b. AMERICAN ORIENTALS	%	b. CUBAN	%
c. NEGRO	%	c. PUERTO RICAN	%
d. WHITE	%	d. OTHER	%
e. OTHER	%		

9. NUMBER OF PARTICIPATING LIBRARIES AND AGENCIES

(1) TOTAL (Sum of items (2) thru (11))	12	(6) OTHER ACADEMIC	1
(2) PUBLIC	1	(7) SPECIAL	2
(3) SCHOOL	2	(8) HOSPITALS	1
(4) VOCATIONAL	1	(9) CORRECTIONAL	
(5) JR. COLLEGE		(10) RESIDENTIAL SCHOOLS	
		(11) OTHER	4

SECTION B - EXPENDITURES REPORT

SUMMARY OF EXPENDITURES (Fill in Line 1 for "PROPOSED" and Line 2 for "Actual" expenditures, OE Form 3114-3. Round all amounts to nearest dollar)

PROJECT	BY CATEGORY (Columns 1-7)							BY SOURCE (Columns 8-11)			
	SALARIES AND WAGES (1)	BOOKS (2)	AUDIO-VISUAL MATERIALS (3)	EQUIPMENT (4)	CONTRACTUAL SERVICES (5)	OTHER EXPENSES (6)	TOTAL FOR PROJECT (7)	FEDERAL FUNDS (8)	STATE FUNDS (9)	LOCAL FUNDS (10)	TOTAL (Must equal Col. 7) (11)
1. Proposed	17,874				1,231	2,517	21,622	10,219	11,403		21,622
2. Actual											

SECTIONS C AND D

I CERTIFY that all of the information contained herein is correct to the best of my knowledge.

NAME OF HEAD, STATE LIBRARY AGENCY (Type): Magdalena S. Taitano

SIGNATURE: Magdalena S. Taitano

DATE: 8-29-73

OE FORM 3114-1, 6/73 PREVIOUS EDITIONS ARE OBSOLETE

(See reverse of this form)

WORKSHEET

CONSOLIDATED LISTING OF PROJECTS INCLUDED IN ANNUAL PROGRAM FOR TITLES I AND III

THE AMOUNTS REPORTED BELOW ARE:

- [X] ESTIMATED EXPENDITURES BY PROJECT, BY LSCA TITLE
- [ ] ACTUAL EXPENDITURES BY PROJECT, BY LSCA TITLE

STATE	FOR FISCAL YEAR ENDING	DATE OF SUBMISSION
GUAM	6/30/74	8/29/73

INSTRUCTIONS FOR COMPLETING THIS LISTING FOLLOW:

1. Use a separate sheet for each LSCA Title I Program: Public Library, Institutional, and Handicapped; and for Title III.
2. Transcribe the information from Section B of each Project Report (OE Form 3114-1) to one of the lines below.
3. For each LSCA Title, show total of expenditures by category (columns 1-7) and source (columns 8-11).

THE PROJECTS LISTED BELOW ARE AUTHORIZED UNDER PROVISIONS OF LSCA *(check one)*

- [ ] TITLE I, PUBLIC LIBRARY
- [ ] TITLE I, INSTITUTIONAL
- [ ] TITLE I, HANDICAPPED
- [X] TITLE III

PROJECT NUMBER	BY CATEGORY (columns 1-7)							BY SOURCE (columns 8-11)			
	SALARIES AND WAGES 1	BOOKS 2	AUDIO-VISUAL MATERIALS 3	EQUIPMENT 4	CONTRACTUAL SERVICES 5	OTHER EXPENSES 6	TOTAL FOR PROJECT 7	FEDERAL FUNDS 8	STATE FUNDS 9	LOCAL FUNDS 10	TOTAL *(must equal column 7)* 11
1	17,874				1,231	2,517	21,622	10,219	11,403		21,622
TOTALS	17,874				1,231	2,517	21,622	10,219	11,403		21,622

GOVERNMENT OF GUAM

AGANA, GUAM

I hereby certify that the following persons have been appointed to the Library Advisory Council as recommended and approved by the Guam Library Board.

Name	Statement of Identification
Mrs. Magdalena S. Taitano	Territorial Librarian
Mrs. Rosario S. Camacho	User, Chairman, Guam Library Board
Mr. Albert L. Williams	Acting Dean of Library
Miss Barbara T. Cruz	User, Private school libraries representative
Mrs. Romulda A. Godoy	Librarian, Military libraries representative
Mrs. Itsue H. Hino	User, Youth representative
Mrs. Emilie Johnston	Librarian, Special library
Mrs. Priscilla T. Maanao	User, Disadvantaged representative
Sister Carolyn Stahl	Administrator, Penitentary library
Mrs. Cynthia J. Torres	Principal, Brody Memorial School
Miss Bernadita E. E. Perez	Librarian, Public library system

/s/ Magdalena S. Taitano

Magdalena S. Taitano
Territorial Librarian

4.1 Staff Development

4.1.1 In-Service Training

Phase I. Sub-professionals must be trained to assume some professional responsibilities, particularly in the extension libraries. An on-the-job training program which will include basic reference tools and services, classification, technical processing, readers' assistance, children's program, circulation procedures, and any other specific problems encountered in daily public library service will be conducted. Extension library staff will be given their training at the main library.

Phase II. A library manual will be prepared to acquaint staff members with the library's operations.

Implementation Date: 1973 Initial Cost: $9,409

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.1.2 Sub-professional Staff

Phase I. The main library will develop in-service workshops to be offered weekly.

Training will begin with generally used reference books and will emphasize what information can be found and where and how to follow up on the bibliographies and indexes. This program will try to answer reference problems the staff encounters daily with the public.

Readers' assistance will be developed to familiarize the staff with materials in the collection other than reference books. This will include bibliographies on specific subjects and the use of indexes such as the "Readers' Guide to Periodicals," and others. Use of new equipment will be demonstrated. Notice of acquisition of new books, audio/visual materials, serials and pamphlets will be disseminated to the staff.

Phase II. The main library will conduct a quarterly conference to complement Phase I and to keep the staff informed of modern library trends and services. Guest speakers, if available, will be invited to participate in this conference.

Phase III. The main library will develop a workshop in technical services. The program will include acquisition practices, cataloging practices, filing, and record keeping.

Phase IV. The main library will reinforce Phase I-III by providing question and answer sessions at each staff meeting, individual

meetings with staff members, and by rotating staff periodically so that all personnel will have empirical knowledge in technical processes.

Phase V. The main library will develop and conduct an orientation program for new staff members to include information transmitted in Phases I and III. New staff will be assigned on a rotation basis to work at each library extension for one month to enable him to substitute at any of the public libraries. The orientation will last for four months.

Phases I-IV will be recycled each year. Each trainee will be required to submit comments on the programs and to make recommendations for improvement.

Implementation Date: 1973 Initial Cost: $7,507

Time Frame: 1974-1978 Projected Cost: $45,667

a. Continue previous program as warranted with the addition of specific scheduling for publications, reports and evaluation activities.

4.2 Library Facilities Construction

4.2.1 Main Library Extension

Phase I. Since plans for a new central library, which will cost at least $2,000,000, have received low priority in the Government of Guam, the Board has recommended that an extension to the present main library facility be included in the 1973-74 Capital Improvements Budget to alleviate in part the critical shortage of space.

The space in the extension will be utilized as reading rooms for adults and children, each with a reference collection and a picture book section with an area for story telling. The second floor will be used for specialized collections such as the Guam collection, Federal documents, periodicals, listening room, and staff area. The present first floor will be used for stacks.

Phase II. Requests for funding a new central library will be made if an adequate extension to the main library is not approved. It is anticipated that this situation will occur because of the limitations of the present site of the library.

Implementation Date: Phase I, 1974

Phase I [Administrative: $7,133
[Construction: $500,000

Phase II [Construction: $2,000,000

Projected Cost:
Administrative: $43,547
Construction: $2,000,000

4.2.2 Extension Library Facilities

Phase I. A Yona Extension Library will be constructed and will be the fifth community library in the public library system. The Yona area is distant from any convenient public library outlet and is undergoing the process of Urban Renewal. The library site will be determined by an Urban Renewal project study. Within the next five years, the influx of small business enterprises will necessitate and justify permanent library facilities and services.

Phase II. Dededo is becoming the most populous area on Guam due to the development of major housing tracts. The present library facility will not be able to serve the population's needs within the next five years. An extension to the Dededo Library will be planned to cope with the population explosion in that area.

Phase III. It is anticipated that the present facility of the Barrigada Extension Library will be inadequate within the next five years. The Barrigada Library serves the communities of Barrigada, Toto and Mangilao. Barrigada is one of the villages with the highest concentration of disadvantaged families. A low-cost housing project is situated in Toto as well as private housing developments. The Government of Guam Public Health Facility in Mangilao has been completed. The University of Guam, George Washington Senior High School and the Guam Vocational Technical and Trade School, all in Mangilao, are experiencing increasingly large enrollments. An expansion of the Barrigada Library is planned in antici-

pation of the informational needs of these growing communities.

Implementation Date:	Phase I, 1975 Phase II, 1976 Phase III, 1977	Initial Cost:	Phase I, $150,000 Phase II, 150,000 Phase III, 150,000
Time Frame:	1975-1977	Projected Cost:	450,000

4.3 Development of Collection

The collections of all libraries will be enlarged to meet the growing needs of its users and the requirements of the appropriate standards. The collection will be developed in all areas to offer a well-balanced selection. A core collection will be built at the main library.

4.3.1 Reference

Phase I. The reference collection for both juvenile and adults will be given special consideration to include the basic materials in each subject subdivision for all public libraries.

Phase II. The main library will augment its reference collection in the following areas:

- o Education
- o Business
- o Science and Technology
- o Language Arts

Implementation Date: 1973 Initial Cost: $35,815

Time Frame: 1974-1978 Projected Cost: $221,658

a. Continue previous program as warranted with addition of specific scheduling for publications, reports, and evaluation activities.

4.3.2 Adult Collection

Phase I. The collection will be enlarged to include current publications on present day issues, both national and international. Adults will be encouraged to recommend books for inclusion in the collection and these recommendations will be considered by the staff in addition to the selection tools already being used.

Phase II. Books will be acquired relating to the national educational priorities including early childhood education, environmental ecological education, drug abuse, and the right to read.

Phase III. The McNaughton Plan will continue to be subscribed to in order to enhance the collection of "best seller" fiction and non-fiction books.

Phase IV. The collection will be surveyed to identify weakness in the subject subdivisions and will be augmented as necessary. Obsolete materials and unnecessary duplicate copies will be weeded.

Phase V. Audio/visual materials, particularly records, tapes, films, filmstrips, and cassettes will be purchased to complement the book collection. Microform will be evaluated and purchased if it is a useable substitute for printed materials. Equipment will be purchased to be utilized with audio/visual materials.

Phase VI. A pamphlet file of current issues will be maintained.

Implementation Date: 1973 Initial Cost: $109,108

Time Frame: 1974-1978 Projected Cost: $666,116

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.3.3 Juvenile Collection

Phase I. Standard catalogs for young people will be used as the basis to select current materials for this collection. Other tools will also be consulted as well as consideration of recommendations from parents, and young people. A variety of reading materials will be provided in all subject areas for young people to insure and encourage the habit of good reading.

Phase II. The use of paperback materials for young adults will be continued. The success of this program has been shown by the number of requests for this type of material and by the great usage of this material.

Phase III. Audio/visual materials will be purchased to complement the book collection and to aid in the library programs. Equipment will be purchased to be utilized with audio/visual materials.

Phase IV. A small professional resource collection of filmstrips, cassette-filmstrips, books and records to be used by this staff for the library tours, classes and programs will be developed.

Implementation Date: 1973 Initial Cost: $78,637

Time Frame: 1974-1978 Projected Cost: $480,088

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

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4.4 Special Library Activities

4.4.1 Readers' Assistance

Phase I. During the hours that the library is open a qualified professional librarian or trained library assistant will be available to any patron who needs instruction on the use of the library, guidance in selection of materials, or assistance with any other library problems.

Phase II. The shelves and sections of the library will be clearly identified to assist the patrons in finding materials. When the library expands for archival, documental, serial, and more audio/visual sections, as well as the present book and audio/visual sections; a floor plan of the library will be made available.

Phase III. Guidelines of information to be covered during tours of the library by groups or individuals will be prepared by the professional staff members.

Phase IV. Special reading lists prepared by the American Library Association and other recognized authorities will be accessible for interested patrons. These lists will be checked by the library staff and marked to show the holdings of the library.

Phase V. Special requests for reading lists which the library staff must prepare will be considered.

Implementation Date: 1973 Initial Cost: $49,055

Time Frame: 1974-1978 Projected Cost: $299,488

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.4.2 Bookmobile

Phase I. The bookmobile will begin operation in the fiscal year 1974. The bookmobile's collection will consist of recreational and informational reading for both children and adults. Also, it will be used to deliver materials requested under interlibrary loan. Patrons may request titles from the public library system when not available in the bookmobile collection.

Phase II. Printed schedules will be published in the daily newspaper and will be distributed to the villages affected. Initially, the areas to be served will include Tamuning, Yigo, Agana Heights, Sinajana, Piti, Santa Rita, Talofofo, Chalan Pago and Ordot.

Phase III. The bookmobile must be housed in a closed and fairly secure area during the night to prevent vandalism and rapid destruction by the elements.

Phase IV. Statistics on bookmobile users will be kept to assist in the evaluation of the program.

Implementation Date: 1974 Initial Cost: $260

Time Frame: 1974-1978

a. Continue previous program as warranted

4.4.3 Children's Activities

Phase I. Story hour, a weekly feature of the main library and the extension libraries, is very popular. This activity will continue and be expanded to include the use of more audio/visual material and to include arts and crafts. Story hours will be scheduled more frequently in areas where there is a high concentration of disadvantaged families. Special story programs will be offered to Headstart classes, other nursery classes, and to elementary schools.

The once a month Saturday movie-activity program is very successful. Expansion of the film library to include more Dr. Seuss films will be a great asset to this program. The purchase of at least one projector is needed to expand the program to the extension libraries and for afternoon programs (see Young Adult Activities 4.4.4). Also, more art materials, such as children's scissors, glue, construction paper, etc. will be bought.

Phase II. A summer reading program to encourage and motivate young school age children to read and to implant the "right to read" idea will be conducted. Special reading lists in various subject areas and reading levels will be distributed at the beginning of the program. A general theme for each summer's program will be implemented. Students will be encouraged to tell about the books they read each week and certificates will be awarded at the end of the program to anyone who has read over 25 books. Special recognition will be given to the

child reading the most at each library. At the end of the program, the participants will be asked to comment on the books they enjoyed the most and the "Guam Children Recommend Reading List" will be published and disseminated.

Along with the summer reading program, a summer story-activity program for the younger children will be in operation. Films from the library and other centers will be used.

Phase III. In cooperation with the Department of Education, school tours will be scheduled daily to encourage the use of the public library resources. These tours will stress the resources of the public library, offer instruction in the use of the card catalog and indexes, discuss the rules and regulations of the library and provide special information or activities as the age group requires.

Phase IV. A special reading program for slow learners will be initiated. This program will be coordinated with the Department of Education's special education program. Remedial reading material will be structured in as much the same way as Phase II.

Implementation Date: 1973 Initial Cost: $30,656

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.4.4 Adult and Young Adult Activities

Phase I. A program of speakers will be encouraged, as well as book talks and discussion groups.

Expansion of the paperback collection to the extension libraries, as well as a continuous subscription to the main library will be implemented.

Phase II. Materials will be selected for senior citizens as recommended by the Advisory Group of the Aged.

The interest in audio/visual materials shown by this age group will allow a film or audio-tape program to develop.

Phase III. The staff will encourage interest in the library and library work by tours and lectures to young adults.

Implementation Date: 1973 Initial Cost: $10,562

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.4.5 Services to the Handicapped

Phase I. The Territorial Librarian will survey the Department of Education and the Department of Public Health and Welfare Services for recommendations on the public library service to the handicapped. The Department of Education offers instructional programs for the exceptional child, the hard of hearing, and have a vocational rehabilitation program for the handicapped. Library programs will be initiated for the handicapped to supplement the resources available in the Department of Education.

Phase II. The availability of services to the blind will be advertised throughout the island to expand the use of these services. A special effort will be made to identify potential users through Public Health Officials and the village commissioners.

Implementation Date: 1973 Initial Cost: $10,840

Time Frame: Phase I, 1973-1974

Phase II, 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.4.6 Publicity

Phase I. The library will continue the quarterly publication of the library newsletter, Littoral Library Lyrics. This will include coming topics, book reviews and library and museum news.

Phase II. Book reviews as well as library programs will be sent to the newspaper. The library will use its resources to aid the programs at the radio and television stations, as well as using their public announcement facility.

Phase III. A library brochure will be prepared on an annual basis. This brochure will highlight the facilities, programs, services and resources offered by the library system and will be disseminated as widely as possible.

Phase IV. National Library Week will be observed and a special effort will be made at this time to call attention to the public library system.

Implementation Date: 1973 Initial Cost: $7,023

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.5 Interlibrary Cooperation

It is impossible for any library to have a collection sufficiently large that will be absolutely self-sufficient. As in the past, the public library system will participate in interlibrary cooperation and lending.

4.5.1 Interlibrary Loan

Phase I. The library will participate in the Interlibrary Loan Code as adopted by the Guam Library Media Association. The library agrees to lend materials and/or photoreproductions to any library on Guam upon request. The requesting library absorbs the cost of reproduction.

Phase II. Individual and block loans to school libraries will be made when so requested to supplement school programs.

Phase III. The public library will also aide in helping student and professors in borrowing materials and information from the Library of Congress through interlibrary loan. The individual will be responsible for the cost of reproduction, but the lending library will be responsible for surface mail.

Implementation Date: 1973 Initial Cost: $1,783

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.5.2 Coordinated Book Selection

Phase I. The libraries in Guam will make know to each other the purchase of historical or scientific serials to avoid unneccessary duplication of efforts.

Phase II. The public library will disseminate a newsletter of new materials to all libraries on Guam.

Phase III. The public library will be made aware of the various curricula of the institutions of learning on Guam to properly support the school requirements.

Implementation Date: 1973 Initial Cost: $1,032

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

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4.5.4 Union List of Serials

Phase I. The library compiles and maintain a comprehensive list of serial holdings of periodicals and microforms through the combined efforts of the school libraries, military and special libraries.

The library continues to expand and develop its periodical holdings by increased subscription to new periodicals.

The library continues to up-date and develop the Union List of Serials annually to provide rapid access to holdings on the island.

The annual publication will be disseminated to all libraries on the island.

Implementation Date: 1973 Initial Cost: $7,794

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

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4.6 Institutional Libraries

4.6.1 Guam Memorial Hospital Library

Phase I. The collection will be enlarged to include more paperback materials. Most of the materials will be for recreational reading and a limited reference collection will be maintained. More copies of periodicals will be made available to patients.

Phase II. Book cart service on the wards will be provided twice a week. If possible, volunteer help will be used.

Phase III. A story program will be initiated on the pediatric ward. A supporting juvenile paperback collection will be established and small audio/visual material collection will be developed.

Implementation Date: 1973 Initial Cost: $5,189

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.6.2 Youth Home

Phase I. The basic collection will be enlarged to include audio/visual materials to supplement the school needs of the residents, basic reference materials, periodicals, occupational literature, and other areas as needed. Materials will be selected to assist in meeting the goals of the institution to return the teenagers to society as contributing citizens and will encourage the teenagers to read.

Phase II. Teachers at the Youth Home will be asked to participate in book selection.

Phase III. The professional staff at the public library will offer assistance to the Youth Home Staff in utilization of library resources. Students will be asked to participate in library maintenance and activities.

Implementation Date: 1973 Initial Cost: $5,189

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

4.6.3 State Penitentiary Library

Phase I. Materials will be selected for this library to contribute to the development of individuals and their restoration, as creative members of society, to the community.[10] The collection will support the educational and rehabilitation programs of the Penitentiary as well as providing recreational, vocational reading for the inmates.

Phase II. Audio/visual materials, particulary for the non-reading population, will be provided. Periodicals and paperback that will contribute to the development of community responsibilities will be expanded.

Phase III. Staff members at the Penitentiary will be asked to assist in selection of library materials and will be given assistance by the professional staff at the public library in the utilization of library resources.

Implementation Date: 1973 Initial Cost: $5,189

Time Frame: 1974-1978

a. Continue previous program as warranted with addition of specific scheduling for publications, reports and evaluation activities.

[10]The American Correctional Association, op. cit. p503.

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63-66

6. MECHANISMS FOR ASSESSMENT OF ACTIVITIES

At the end of each fiscal year the five year program will be evaluated to see if the needs, goals, and objectives are being met. Table 1 shows this relationship. The activities will be updated to include existing projects and new activities.

Standards of Performance, a requirement by the local governments is prepared annually and would be used as part of the assessment tools for evaluating accomplishments.

Each of the activities listed for the fiscal year will be assessed according to the measurements established for the objectives it is meeting and the criteria for adequate standards of public library services. If objectives and standards are not being met, the Library Board and Advisory Council will make a study on the constraints affecting the development of activities and will recommend changes. Funding for these activities will be one of the biggest drawbacks toward accomplishments. The Library Board will ensure that all government officials affecting its development will be informed of library agency needs.

Every two years a survey of library user needs will be taken to assist in long-range planning. If additional, as needs are identified, new activities will be proposed. Activities not accomplished by the specific year will appear again in consecutive years if the needs still exist.

It is hoped that at the end of five years, Guam's population will have improved library services. Continuous efforts will be made to adequately serve the needs of the island's residents.